

T/M/14-9
29 March 1965

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

TASK TEAM V- BIOGRAPHICS

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Minutes of the Ninth Meeting - 20 March 1965

Members or Their Representatives Present

25X1A	CIA	- Mr. [REDACTED]	Chairman
	DIA	- Mr. [REDACTED]	
25X1A	NSA	- Mr. [REDACTED]	
	STATE	- Mr. Mitchell Stanley	
	NAVY	- Mr. Marvin E. Van Dera	
		- Mr. William Urick	
	ARMY	- Mr. Paul Anderson	
	AIR FORCE	- Lt. Col. Edmund M. Manning	
		- Major Russell S. Keen	
	FBI	- Mr. Earl W. McCoy	
	SS	- Mr. Frank G. Stoner	
	CSC	- Mr. Pearley G. Buck	
	I&NS	- Mr. John L. Keefe	

1. The Chairman opened the meeting by noting that recent budget restrictions require that participants in the forthcoming symposium in April would have to pay nominal meal and bed costs.

2. At the next meeting, to be held at 0930, 8 April at CIA, final arrangements will be made for the trip.

3. The Chairman said that a specialist from the CIA Office of Computer Services could attend to describe the experience in designing the automation of the CIA Office of Security index. The Team agreed that this would be most valuable, and felt that a single presentation covering all aspects of the security job would be preferable to item by item comparison with other approaches.

4. Members asked that presentations include discussion of name truncation, the role of titles, ranks and telecodes, statistics on manpower and equipment costs, and the handling of impersonal names (organizations).

GROUP I
Excluded from automatic
downgrading &
declassification.

5. The Team agreed that the session on "search strategies" be dropped and a seminar on positive intelligence files, problems and plans be included. [REDACTED] will participate, each to prepare a paper for hand out summarizing the nature of their PI index and files, the service demands and related problems, and plans for automation. Time permitting, CIA's General Information Collation System as it might be applied to positive intelligence will also be discussed.

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6. Navy, State and DIA submitted completed questionnaires on recording biographic data for machine retrieval. Those without concrete plans for automation were urged to complete that part of the questionnaire bearing on the identifying data to help round out the picture on data recording.

7. A preliminary discussion was held on the time and service paper. [REDACTED] noted that the draft in question was highly generalized. He noted that NSA did not levy name checks on other agencies owing to the amount of time required to get replies, NSA needs very fast service for intelligence production. [REDACTED] felt that there is a need for a detailed study on the time and service factors, with attention also to the benefits of exchanges of data files in machine language. In the following discussion, it was noted that there may be a need to split the Team into working groups to concentrate on specific problems related to Security/CI on the one hand, and CI/PI on the other. It was also the general feeling that sessions should be more intensive in the future since, to date, as much time has been spent traveling as there has been in the conduct of meetings.

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8. Mr. Anderson said that he hoped the group could identify common elements and mutual needs in data recording and requests with an aim toward the development of agreements between all agencies concerned to new or adjusted procedures and formats, and the development of a common name check form. The group agreed that it was essential to examine both problems, and attempt to develop appropriate solutions. The Team also agreed that the group, composed of officers responsible for the indexes, could and should work out new interagency agreements, if feasible, aside from the factfinding and recommendation responsibilities to the USIB.

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[REDACTED]
Chairman